

Circular Letter No. 2

July 8, 1909.

To Supervising Principals

and School Boards:-

You will be interested to know-

- (a) that more than two-thirds of last years' acting principals held the English graded license;
- (b) that the total number of English graded teachers employed last year was three times the number of acting principals;
- (c) that more than 20 per cent of the rural teachers were enrolled last year in the teacher's "advanced course" in English.

Believing that acting principals should have a knowledge of both English and Spanish, and that from among two hundred and fifty English graded teachers it will be possible to find seventy possessed of those qualities which should characterize acting principals, I have decided to rule as follows:

(1) Examination for the English graded license may be given at any time next week by Superintendent Garwood in Ponce, or as arranged with Dean Fleagle in Río Piedras, to either of the half dozen people who were unavoidably prevented from taking this examination during the past year.

(2) On the 25th day of August, opportunity to take such examination shall be given to other teachers enrolled at Ponce or Río Piedras; provided,

- (a) that they enrolled not later than July 15th;
- (b) that they have been in regular attendance since enrolling;
- (c) that in the Institute or Summer School they have done satisfactory work in the teacher's advanced course in English for 1909-10.

(3) (a) Except in special cases supervising principals should nominate "acting principals" as soon as possible after the election of teachers.

(b) In special cases such nominations may be deferred until the results of the examinations held on August 25th can be obtained.

(4)(a) Unless excused, it shall be the duty of supervising principals to conduct, during 1909-10, the weekly lesson in the advanced course in English, or at least that for teachers in the headquarter's town.

(b) Principals and acting principals, as assigned, shall preside at the weekly meetings of teachers in the elementary, intermediate and advanced courses in English.

(c) One or more teachers of English shall be assigned to assist in the work of the several English classes in each town.

(5) In making nominations for acting principals, supervising principals should keep in mind the requirements specified in 4-b.

Yours very truly,

F.D.HADDOCK
Acting Commissioner